

Memorandum

To : All Commissioners

Date : March 23, 1967

From : Commission on Peace Officer Standards and Training

Subject: COMMISSION MEETING - April 6, 1967 - 9:30 a.m.
Executive Conference Room
Department of Justice
3301 C Street, Sacramento

AGENDA

1. Call to order 9:30 a.m.
2. Approval of Minutes of January 19, 1967
3. Approval of Expense Claims
4. Certification of Courses
 - a. Supervisory Course - Solano College
 - b. Pre-service College Course - Santa Barbara City College
5. Financial Report
6. Legislative Affecting the Commission
 - a. AB 901
 - b. SB 585
 - c. AB 299
 - d. AB 122
 - e. AB 401
7. Conference with Governor Reagan
8. Statewide Recruitment Proposal - LEA grant
9. Selection of Date and Location of Next Meeting
10. Adjournment


GENE S. MUEHLEISEN
Commissioner

State of California
Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES

April 6, 1967

Sacramento, California

The meeting was called to order at 9:30 a.m. by Acting Chairman McCann after the four new Commissioners had taken the Oath of Office. A quorum was present:

WILLIAM J. McCANN, Acting Chairman
BERNARD J. CLARK
JOHN FABBRI
LOHN R. FICKLIN
T. M. HEGGLAND
DAN KELSAY
ROBERT S. SEARES
EARL R. STRATHMAN
O. J. HAWKINS, Representing the Attorney General

Also present:

EDWIN MEESE, III, Governor's Office
EDWARD V. COMBER, Department of Justice
ROBERT E. HARVEY, Department of Education
AL COFFEY, Department of Justice
GENE S. MUEHLEISEN, Executive Officer
GEORGE H. PUDDY, Assistant Executive Officer
KENNETH W. SHERRILL, Field Representative
CARL R. BALL, Field Representative
MISS EVELYN FLORIO, Stenographer

Absent:

THOMAS REDDIN

ELECTION OF OFFICERS

Since the office of Chairman was vacant, the Acting Chairman called for nominations. Commissioner William J. McCann was duly elected to fill the unexpired term of former Chairman Al Cottar.

The election of the new Chairman created a vacancy for the office of Vice Chairman. Nominations were called for and Commissioner Thomas Reddin was duly elected Vice Chairman.

APPROVAL OF MINUTES

MOTION by Commissioner Seares, seconded by Commissioner Kelsay, carried unanimously, that the minutes of the January 19, 1967 meeting at Los Angeles be approved as mailed to all Commissioners.

CERTIFICATION OF COURSES

Supervisory Course

Solano College, Vallejo, California

The executive officer described the Supervisory Course at Solano College. The inspection was conducted by Carl Ball and the course fully meets the requirements.'

MOTION by Commissioner Seares, seconded by Commissioner Clark, carried unanimously, that the requested certification be approved.

Pre-Service Course

Santa Barbara City College, Santa Barbara, California

The executive officer described the courses being offered, the number of students enrolled and other details. Inspection was conducted by Carl Ball, and this course fully meets the requirements for certification.

MOTION by Commissioner Seares, seconded by Commissioner Fabbri, carried unanimously, that the requested certification be approved.

FINANCIAL REPORT

Mr. Puddy reviewed the 1966 Financial Report that was included in the minutes of the January 19 meeting. Receipts may be going down due to new concepts of reduced fines by the courts and new methods of processing drunks outside of the Criminal Justice System.

The Commissioners each received a Projection of Peace Officer Training Fund receipts and expenditures from 1964 - 1973 based upon the fiscal experience of the past three years. The chart indicated that present receipts in the Peace Officer Training Fund had leveled off at approximately \$900,000 yearly, while administrative and allocation expense continue to rise at a rate of more than 15% annually. If this rate is

continued until 1973, the annual deficit will increase from its present level of \$200,000 to about \$750,000 annually. If no new financing is developed during this six year period, the accumulative deficit will approximate \$3 million for the period.

LEGISLATION

For the benefit of the new Commissioners, the executive officer explained the policy of the Commission with regard to pending or proposed legislation:

It has been the policy of the Commission to not fill an advocacy role but instead provide all interested or concerned groups or individuals with statistical and other data on the POST Program including current and long range objectives.

The executive officer then reported on meetings and conferences attended by the staff during the past two months concerning legislation that would affect the Commission.

At this point, Edwin Meese, Executive Clemency and Extradition Secretary to the Governor, arrived at the meeting. He spoke briefly to the Commissioners about various matters of concern to the Commission and the Governor. Chairman McCann explained the Commission's legislative policy to Mr. Meese and asked his advice concerning pending legislation affecting the Commission. It was Mr. Meese's opinion that the Commission should take positive action to make its position clear.

A.B. 901

The executive officer discussed the salient features of the proposed legislation. The Commissioners were not in agreement with those sections of the act which imposed state mandated standards regarding compensation, retirement and fringe benefits. It was felt that this concept was an invasion of the principle of home rule. Various Commissioners were also opposed to the commingling of the Peace Officer Training Fund with the General Fund.

S.B. 585

The executive officer explained that the bill provides that the expenses of the Commission be paid out of the General Fund. It increases the penalty assessment from \$2 to \$3 for every \$20 fine. It would also provide police counseling services to local government. After discussion, it was agreed that while the intent was good some aspects of this bill would be undesirable. The general sense of the Commission was opposed to the transfer from the special fund to the General Fund. It was also stated that counseling services should not be provided unless the Commission's currently defined training program is implemented.

S.B. 299

This bill would give the Peace Officer Training Fund \$2,600,000 from the second balance of the Fair and Exposition Fund. This is the third time this bill has been proposed. There was no discussion.

A.B. 122

This bill proposes to include marshals under the POST Program. The Commission, at present, opposes this because of financial and other problems.

A.B. 401

This is a Department of Education bill. It provides that if a peace officer attends an out-of-district Commission certified course, he would not have to pay a fee to attend the course providing an equivalent course was not offered in his own district. The Commission favors this bill.

Legislative Policy Statement

MOTION by Commissioner Ficklin, seconded by Commissioner Seares, carried unanimously, that the Commission's legislative policy be as follows:

It is the sense of this Commission to oppose any legislation which would violate principles of home rule by imposing mandated standards for compensation and fringe benefits for local government's employees, which would commingle financial support for this Commission's activities with the General Fund and which would augment this Commission's work unless its currently defined programs are continuously financed.

FUNDING

After discussions of various ways of getting increased funding, it was agreed that the Commission could continue to be more effective under a special fund. The Commission is in agreement with the proposal to increase the penalty assessment from \$2 to \$3 and would not be opposed to revenue from traffic sources.

TERM OF GEORGE H. PUDDY AS EXECUTIVE OFFICER

The executive officer expressed his appreciation for the outstanding manner in which George H. Puddy performed the duties of the Executive Officer during former's absence while serving with the National Crime Commission.

The Commission unanimously expressed their pleasure with Mr. Puddy's performance as executive officer during Mr. Muehleisen's absence.

OLEA RECRUITMENT PROJECT

The California Law Enforcement Recruiting Program was discussed. It was reported that the Office of Law Enforcement Assistance had denied the grant proposal in the amount of \$110,235 for fiscal 1967.

MOTION by Commissioner Clark, seconded by Commissioner Kelsay, carried unanimously, that the recruiting program proposal submitted to OLEA be withdrawn; that a new proposal be submitted to OLEA for a special planning grant in the maximum amount allowed of \$35,000 for fiscal year 1967.

MEETING WITH GOVERNOR REAGAN

The Commission then recessed and reconvened with Governor Reagan at the Governor's Office. The Governor stated he was cognizant of the financial crisis facing the POST Program and pledged his support to help overcome the difficulties. He also complimented the Commissioners for previous contributions to the upgrading of law enforcement in California. The Commissioners chatted briefly with the Governor, photos were taken and the meeting adjourned.

DATE AND LOCATION OF NEXT MEETING

The Commission selected June 23, 1967 as the next meeting date in San Diego.

ADJOURNMENT

The meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Gene S. Muehleisen

GENE S. MUEHLEISEN
Executive Officer

Memorandum

to : All Commissioners

Date : June 13, 1967

From : Commission on Peace Officer Standards and Training

Subject : COMMISSION MEETING - June 23, 1967 - 9:00 a.m.
Kona Kai Club, Shelter Island, San Diego, Phone: AC 714 - 222-1191

AGENDA

1. Call to order 9:00 a.m.
2. Approval of Minutes of April 6, 1967 meeting
3. Approval of Expense Claims
4. Certification of Courses
 - a. Pre-Service College Course
 - (1) Mt. San Jacinto College
 - b. Supervisory Course
 - (1) San Bernardino Valley College
 - (2) Long Beach City College
5. Financial Report
6. Legislation Affecting the Commission
 - a. S. B. 585
 - b. S. B. 1066
 - c. A. B. 901
 - d. A. B. 902
 - e. S. B. 84
 - f. S. B. 1148
 - g. S. B. 1390
 - h. A. B. 122
 - i. A. B. 401
 - S. B. 1466
7. Status Report - California Law Enforcement Recruitment Project (CLERP)
8. Comments on National Crime Commission Report
9. Miscellaneous Reports - Executive Officer
10. Selection of Date and Location of Next Meeting
11. Adjournment

Gene

GENE S. MUEHLEISEN
Executive Officer

State of California
Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES

June 23, 1967

San Diego, California

The meeting was called to order at 9:00 a.m. by Chairman McCann. A quorum was present:

WILLIAM J. McCANN, Chairman
BERNARD J. CLARK
JOHN FABBRI
LOHN R. FICKLIN
T. M. HEGGLAND
DAN KELSAY
EARL R. STRATHMAN

Also present:

DR. DONALD SCOTT, Long Beach City College
GENE S. MUEHLEISEN, Executive Officer
GEORGE H. PUDDY, Assistant Executive Officer
CARL R. BALL, Field Representative
EVELYN FLORIO, Stenographer

Absent:

THOMAS REDDIN, Vice Chairman
ROBERT S. SEARES
O. J. HAWKINS, Representing the Attorney General

APPROVAL OF MINUTES

The minutes of the April 6, 1967 meeting of the Commission were approved as mailed to all Commissioners.

APPROVAL OF EXPENSE CLAIMS

MOTION by Commissioner Heggland, seconded by Commissioner Fabbri, carried unanimously, that the following expense claims of the executive officer be approved:

April 6	Sacramento (Commission Meeting)	
" 20	San Francisco	
" 27-29	Los Angeles	Expenses \$ 57.85
May 2	San Francisco	
" 3	Modesto	
" 19	Modesto	Expenses \$ 63.43
June 11-14	Anaheim	
" 22-23	San Diego (Commission Meeting)	Expenses \$ 82.00
		<hr/>
TOTAL EXPENSES		\$ 203.28

CERTIFICATION OF COURSES

Pre-Service Course

San Jacinto College, San Jacinto

The executive officer described the pre-service course being offered at San Jacinto College in Riverside County. The course meets the Commission's standards and the executive officer recommended approval.

MOTION by Commissioner Kelsay, seconded by Commissioner Fabbri, carried unanimously, that the San Jacinto College pre-service course be approved.

Supervisory Courses

1. San Bernardino Valley College, San Bernardino
2. Long Beach City College, Long Beach

The executive officer described the courses being offered at these colleges, the number of students enrolled in each and other details. Both courses fully meet the POST standards.

MOTION by Commissioner Clark, seconded by Commissioner Ficklin, carried unanimously, that the requested certification of the San Bernardino Valley College supervisory course and the Long Beach City College supervisory course be approved.

FINANCIAL REPORT

Mr. Puddy described the status of the Peace Officer Training Fund. If the encumbrances of the Fund continue at the current rate for the remainder of the year, the staff predicted that reimbursements will be reduced by 32%. Chairman McCann asked if the staff had checked with the Controller's Office to determine whether the Peace Officer Training Fund is receiving all of the funds that are due. Mr. Puddy explained that this information has been very difficult to obtain from the Controller's Office. This office has stated it cannot provide information on the total amount of criminal fines as an item separate from traffic and other fines. The figure can perhaps be obtained at the county level; however, current bookkeeping procedures at the state level prohibit such a check on separate fines.

Commissioners Kelsay, Clark, Strathman, and Heggland agreed to conduct studies of their individual county criminal assessments as a sample. The Chairman directed the staff to strongly encourage the Controller to develop a feasible accounting method to determine the exact amount of criminal fine penalty assessments due the Peace Officer Training Fund. The staff was also directed to conduct some type of analysis to determine whether the amount due is being paid into the Peace Officer Training Fund. County and staff reports are due at the next meeting.

LEGISLATION

S.B. 585

The executive officer explained the action that has been taken on this bill since the last Commission meeting. As currently amended, the passing of this bill would greatly increase the scope of the Commission's activities. The California Master Plan for Peace Officer Training, with some modification, could be implemented with the passing of S.B. 585. The Commission expressed strong favor in the passage of this bill.

The Master Plan, which has been approved by the California Peace Officers' Association, was discussed in detail. The plan would cover the following courses:

- | | |
|-------------------------------------|-----------|
| • Basic (240 required-160 elective) | 400 hours |
| • Supervisory | 100 hours |

• Middle-Management	100 hours
• Executive Development	100 hours
• Peace Officer Refresher Course	40 hours
• Technician Course	160 hours

Other Legislation

The following bills which involve POST were briefly discussed. No further action was taken on any of these bills.

S.B. 1066	S.B. 1148
A.B. 901	S.B. 1390
A.B. 1846	S.B. 1466
A.B. 902	A.B. 122
S.B. 84	A.B. 401

CALIFORNIA LAW ENFORCEMENT RECRUITMENT PROGRAM

The executive officer explained the status of the California Law Enforcement Recruitment Program proposal (CLERP) that was submitted to the Office of Law Enforcement Assistance in May. It is anticipated the grant will be approved and the project started on August 1. Mr. John Jemilo of the Office of Law Enforcement Assistance has been very helpful to the staff in making needed corrections in the proposal.

The position of Project Supervisor for the project was discussed. The staff recommended Mr. Edward Toothman, retired Chief of Police of Oakland. The executive officer discussed his background and in conclusion stated that Mr. Toothman was extremely well qualified and we would indeed be fortunate if he would accept an offer to fill the position.

MOTION by Commissioner Strathman, seconded by Commissioner Ficklin, carried unanimously, that the staff make the necessary commitment to obtain Mr. Edward Toothman as the Project Supervisor.

NATIONAL CRIME COMMISSION REPORT

The executive officer briefed the Commission on highlights of the National Crime Commission report and a discussion of the report followed. The role of the POST Commission in implementing some of the recommendations was also discussed.

NEW COMMISSIONER BRIEFING

It was reported that the staff briefed all new Commissioners during the afternoon of June 22. The history, specific regulations, accomplishments and problems of peace officer selection and training were discussed. Commissioner Kelsay also participated in the discussions.

DATE AND LOCATION OF NEXT MEETING

The Commission selected August 25, 1967 as the date of the next Commission meeting to be held in Northern California.

ADJOURNMENT

The meeting was adjourned at 12:30 p.m.

Respectfully submitted,


GENE S. MUEHLEISEN
Executive Officer

Memorandum

To : All Commissioners

Date : August 2, 1967

From : Commission on Peace Officer Standards and Training

Subject : COMMISSION MEETING, Caribou, California
August 24, 1967 - 5:00 p.m.
August 25, 1967 - 9:00 a.m.

AGENDA

1. Call to Order (5:00 p.m., August 24)
2. Approval of Minutes of June 23, 1967 Meeting
3. Approval of Expense Claims
4. California Law Enforcement Recruitment Project (Toothman)
5. Field Inspection Report (Sherrill)
6. Visual Acuity Requirement (Danielson, Beall, Ball)
7. S.B. 585 and Commission Hearings
8. Financial Report and Approval of 1968-69 Budget (Stoecker)
9. Report on Revenue - Peace Officer Training Fund (Strathman, Clark,
Heggland, Kelsay, Ball)
10. Miscellaneous Reports and Open Discussion
11. Date and Location of Next Meeting
12. Adjournment

Gene
GENE S. MUEHLEISEN
Executive Officer

State of California
Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES

August 24-25, 1967

Caribou, California

The meeting was called to order at 5:00 p.m., August 24, by Chairman McCann. A quorum was present:

WILLIAM J. McCANN, Chairman
THOMAS REDDIN, Vice Chairman
BERNARD J. CLARK
JOHN FABBRI
LOHN R. FICKLIN
T. M. HEGGLAND
DAN KELSAY
ROBERT S. SEARES
EARL R. STRATHMAN

Also present:

JOHN A. BERG, M.D., Ophthalmologic Consultant
ERNEST RIVES, Budget Officer, Department of Justice
WILLIAM P. BEALL, Chief of Police, Berkeley
WILLIAM F. DANIELSON, Personnel Director, City of Berkeley
EDWARD M. TOOTHMAN
GENE S. MUEHLEISEN, Executive Officer
KENNETH W. SHERRILL, Field Representative
CARL R. BALL, Field Representative

Absent:

O. J. HAWKINS, Representing the Attorney General

APPROVAL OF MINUTES

MOTION by Commissioner Fabbri, seconded by Commissioner Kelsay, carried unanimously, that the minutes of the June 23, 1967 meeting in San Diego be approved.

APPROVAL OF EXPENSE CLAIMS

MOTION by Commissioner Seares, seconded by Commissioner Fabbri, carried unanimously, that the following expense claims of the executive officer be approved:

TRAVEL EXPENSE CLAIMS

Executive Officer
June through August 1967

July 1-9	San Diego (Field Trip)	Expenses	<u>\$ 192.70</u>
		TOTAL TRAVEL	\$ 192.70

CERTIFICATION OF COURSES

Supervisory Course

Fresno City College, Fresno

Same as State Center

The executive officer described the supervisory course being offered at Fresno City College. The course meets the Commission's standards and the executive officer recommended approval.

MOTION by Commissioner Seares, seconded by Commissioner Fabbri, carried unanimously, that the requested certification of the Fresno City College supervisory course be approved.

VISUAL ACUITY STANDARD

Mr. Ball presented a staff report on visual acuity standards (see staff report provided all Commissioners). The report concluded with a staff recommendation that the current visual acuity standard be modified to no less than 20/70 uncorrected in the better eye, corrected to 20/20, and no less than 20/100 in the weaker eye, corrected to 20/30.

Dr. John A. Berg, M.D., was in attendance to serve as a consultant to the Commission. Dr. Berg is an eminently qualified ophthalmologist in Sacramento and serves as the ophthalmologic consultant to the Department of Social Welfare.

Dr. Berg explained various aspects of visual acuity. He spoke in favor of relaxing our visual acuity requirements. It was his opinion that the stronger eye should be no less than 20/40 or 20/50 uncorrected, corrected to 20/20, and the weaker eye no less than 20/70 or 20/100 uncorrected, corrected to no less than 20/30. He commented that with one stronger eye the difference between 20/70 and 20/100 in the weaker eye is insignificant.

Dr. Berg answered numerous questions asked by the Commissioners. An interesting observation was his comment emphasizing the importance of visual "function" versus visual "acuity," i.e., the ability of the eye and mind to accurately comprehend and interpret what it sees. In many cases, function is just as important or perhaps more important than acuity.

Commissioner Clark provided a set of color slides which demonstrated what persons with different degrees of visual acuity would see at various distances and at various times of the day (sunrise, noon, sunset).

MOTION by Commissioner Clark, seconded by Commissioner Seares, carried, that the Commission hold public hearings to review the visual acuity standards established by POST.

MOTION by Commissioner Clark, seconded by Commissioner Reddin, carried unanimously, that the Commission recommend a visual acuity standard of no less than 20/40 in one eye, corrected to 20/20, and no less than 20/70 in the other eye, corrected to 20/25, to be debated at the public hearings.

Peripheral vision was also discussed. The Commission concluded from its discussion that peripheral vision was an important aspect of the total problem of visual acuity. The Chairman directed the staff to prepare a report on peripheral vision.

William Beall, Chief of Police of Berkeley, and William F. Danielson, Personnel Director of Berkeley, reported to the Commission on the problems of visual acuity. Chief Beall led a comprehensive discussion on the recruitment problems that must be faced by a police department because of the POST visual acuity requirements. Mr. Danielson gave a brief report which supplemented Chief Beall's presentation. Their report was documented with a series of opinions by eminent ophthalmologists. The City of Berkeley recommended the visual acuity requirements either be eliminated from the state regulations or, if included, be reduced to at least 20/70 in each eye, correctable to 20/20 or 20/30.

CALIFORNIA LAW ENFORCEMENT RECRUITMENT PROJECT

The executive officer discussed the California Law Enforcement Recruitment Project grant from the Office of Law Enforcement Assistance and announced that it is scheduled to begin September 1, 1967.

Mr. Edward M. Toothman, Project Director, discussed how he plans to carry out the objectives of the grant. He reviewed the quarterly timetable set forth as attachment "A". Commissioner Heggland offered to help with information that has been collected by San Diego County in the recruitment field.

FIELD INSPECTION REPORT

Mr. Sherrill gave the field inspection report. During the past fiscal year (1966-67), our field representatives officially called upon 94 cities and

counties (43 inspections, 41 advisory calls, and 10 visits to nonparticipating jurisdictions).

In addition, we have participated in numerous advisory committee meetings at colleges and attended several meetings of both Northern and Southern Police Training Officers Associations.

Many of the visits were made upon the request of participating jurisdictions to advise in detail how to implement sound screening procedures. Others were made to examine and evaluate apparently successful innovative programs to permit POST to pass the information on to other jurisdictions.

So far in this fiscal year (1967-68) we have made: 15 inspections, 16 advisory calls, and one call on a nonparticipating jurisdiction. A goal of 255 inspections and advisory visits to local jurisdictions, colleges, and training academies was set for fiscal year 1967-68; however, the volume will depend upon the final outcome of Senate Bill 585.

ADJOURNMENT

MOTION by Commissioner Kelsay, seconded by Commissioner Clark, carried unanimously, that the Commission adjourn until 8:30 a.m., August 25.

FINANCIAL REPORT

Commissioners Clark, Heggland, Kelsay and Strathman all gave reports evaluating the collection of criminal fines and penalty assessments in their respective counties. Mr. Ball gave the staff report. The reports confirmed that all monies due the Peace Officer Training Fund apparently are being collected and turned over to the State Controller. Lower revenues accruing in the Peace Officer Training Fund are a result of a diminishing amount of fines being levied by the courts.

SENATE BILL 585

The executive officer reviewed SB 585 and explained the proposed changes in the regulations if SB 585 is signed into law by the Governor. The suggested changes required by SB 585 plus routine updating of the regulations were reviewed as follows:

1001. Objectives

Include counseling and programs to increase competence of law enforcement.

1002. Minimum Standards

- (2) Possibly reduce or delete minimum age.
- (6) Possibly delete GED.

1003. Lateral Entry

New section requiring that when officers enter laterally into a police agency they meet certain basic selection standards.

1005. Training

- (a) Pre-Service
Possibly permit less than complete course for certification.
- (b) Basic Course
Required: 200 hours
Elective: 100 hours
Total: 300 hours
- (c) Supervisory Course
Increase to 100 hours
- (d) Middle-Management Course
New Course - 100 hours
- (e) Executive Development Course
New Course - 100 hours
- (f) Peace Officer Refresher - Advanced Course
New Course - 40 hours
- (g) Police Technical Courses
New Courses - 30 to 200 hours

1007. Examinations

Require for all courses (presently covers basic only).

1009. Eligibility for Aid

List courses that are mandatory to be eligible for aid -- "each and every--".

- (d) Delete -- "during the affected period of allocation" to comply with new law.

1015. Reimbursements

- (d) Add that any trainee can be claimed only once.

1016. Assistance Provided by the Commission

- (a) Add administrative counseling service.
- (b) Add CLERP and other programs of assistance adopted under authority of Section 13503 (e).

The required specification changes would be as follows:

Specifications

Revise:

- Basic Course
- Supervisory Course
- Personal History Investigation (very slight change)
- Physical Examination
 - (a) Visual Acuity
- Certificates (very slight change - clarify education and training points).

Add:

- Middle- Management
- Executive Development
- Peace Officer Refresher Course
- Police Technician

The proposed staff organization chart was discussed. Commissioner Ficklin and others made various suggestions as to how to improve the organization chart. Proposed hearings were discussed. Various dates for the hearings were suggested. It was agreed that if SB 585 became law, the revised regulations and requirements should become effective March 1, 1968.

Budget Under Senate Bill 585

The budget proposed for implementation of SB 585 was discussed in detail. (See attachment "B.")

MOTION by Commissioner Reddin, seconded by Commissioner Kelsay, carried unanimously, that the proposed program budget be approved based on the anticipated funds and the signing of SB 585 for fiscal year 1967-68, January to June, and for fiscal year 1968-69 as submitted with direction to the executive officer that the legality of the expenditures which are listed under item 7, Special Personnel and Training Projects, be researched by the Attorney General's Office.

The proposed salary schedule and job titles based upon the signing of SB 585 were discussed in detail.

MOTION by Commissioner Reddin, seconded by Commissioner Fabbri, carried unanimously, that the salary schedules and titles with adjustments be approved contingent upon the signing of SB 585 and that they be submitted to the State Personnel Board.

Commissioner Seares requested that at the next Commission meeting there be available a revised organization chart and proposed job specifications.

MOTION by Commissioner Reddin, seconded by Commissioner Seares, carried unanimously, that independent from anything that is done on SB 585 those positions listed on the proposed salary schedule that are currently existing positions be adjusted in accordance with the proposed ranges and submitted to the State Personnel Board.

It was agreed that a subcommittee be set up to further research Section 13513, Counseling Service, to form guidelines for the Commission to follow. The Chairman appointed Commissioners Clark, Fabbri, Reddin, and Strathman as members of the subcommittee. This subject is to be an agenda item at the next Commission meeting.

1968-69 BUDGET (Attachment "C")

This is the budget that will be effective if SB 585 is not signed into law.

MOTION by Commissioner Reddin, seconded by Commissioner Clark, carried unanimously, that the proposed budget for the 1968-69 fiscal year which is based upon the contingency that SB 585 is not signed into law be approved and that the personal services item be adjusted in accordance with the action taken in the previous motion on salaries.

I. A. C. P. MEETING

The executive officer outlined the advantages to the State of California in being represented at the convention. The current budget provides for attendance.

MOTION by Commissioner Reddin, seconded by Commissioner Seares, carried unanimously, that George Puddy, Assistant Executive Officer, represent the Commission at the I. A. C. P. convention in Kansas City.

CHANGE IN ALLOCATION YEAR

MOTION by Commissioner Clark, seconded by Commissioner Reddin, carried unanimously, that the Commission change from a calendar allocation year to a fiscal allocation year if SB 585 is signed into law.

SENATE BILL 84

This bill establishes the California Council on Criminal Justice. The law provides that a representative of POST serve on the council. The law also provides for a minimum of only two law enforcement people on the council. Commissioner Reddin feels there should be more law enforcement representation. The executive officer was directed to check further into this situation.

DATE AND LOCATION OF NEXT MEETING

MOTION by Commissioner Seares, seconded by Commissioner Fabbri, carried unanimously, that the date and location of the next meeting be determined by the Chairman and the Executive Officer.

ADJOURNMENT

The meeting was adjourned at 1:40 p.m.

Respectfully submitted,


GENE S. MUEHLEISEN
Executive Officer

Quarterly Timetables.

The Program Supervisor plans to meet the following deadline during the first 12 months of the project.

a. First Quarter.

- (1) Organize office, purchase equipment, hire and train stenographers, plan and implement file system.
- (2) Plan and hold initial meeting with State Advisory Committee.
- (3) Develop detailed operational plan after consultation with program director and State Advisory Committee.
- (4) Initial consultation meetings with:
 - (a) Department of Employment.
 - (b) Advertising Association of the West.
 - (c) Heads of 12 major law enforcement agencies in the State employing 50% of state's local officers.
 - (d) The public relations consultant.

b. Second Quarter.

- (1) Reevaluation of detailed operational plan.
- (2) Organize State into logical operational regions.
- (3) Organize regional committee made up of department heads, personnel officers, military base discharge center officers, college representatives, and Department of Employment local managers.
- (4) Assist regional committees in selecting regional coordinators.
- (5) Instruct regional coordinators in responsibilities.
- (6) Obtain formal agreements from department heads in each region to provide personnel for recruiting teams.

- (7) Prepare and offer model job opportunity bulletin with acceptable recruitment standards.
- (8) Encourage Regional Committee to develop or accept and utilize uniform written examinations conducted by State Department of Employment to prevent duplication and thus reduce costs to local government.

c. Third Quarter

- (1) Reevaluate detailed plans.
- (2) Prepare sample recruitment reference manual for Department of Employment offices.
- (3) Develop and arrange for printing of recruitment team speaker kits including brochures, recruitment posters, and job opportunity bulletins.
- (4) Select sites and arrange for regional training schools for recruiters.
- (5) Quarterly Meetings:
 - (a) State Advisory Committee.
 - (b) Regional committees.
 - (c) Planning and coordination meeting, Advertising Association of the West.
- (6) Prepare outline of course of instruction for recruiters at regional schools.

d. Fourth Quarter

- (1) Conduct training schools for regional recruiters through regional coordinators.
- (2) Have available completed speaker's kits, and other hand out material for instruction and distribution.
- (3) Coordinate the overall program with:
 - (a) Advertising groups.
 - (b) State Department of Employment
 - (c) Regional Committees.
 - (d) Colleges
 - (e) Minority group organizations.

June 20, 1967

(f) Military bases.

- (4) Conduct pilot project in one low population region involving all aspects of major plan for recruitment to identify possible operational flaws.

S/gsm

GENE S. MUEHLEISEN
Executive Officer

GHP:bnk

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COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
ADMINISTRATIVE BUDGET - S.B. - 585

DETAILS				Actual 1966-67	Estimated 1967-68	Proposed 1968-69
<u>PERSONAL SERVICES</u>						
	<u>No. of Positions</u>					
Authorized Positions	7	28	28	\$ 68,827	(7-1-67 to 9-30-67) \$ 49,777 (10-1-67 6-30-68) 149,333	\$ 324,300
TOTALS:	7	18.25	28	\$ 68,827	\$ 199,110	\$ 324,300
<u>OPERATING EXPENSES</u>						
Operating Expenses 7-1-67 to 9-30-67					\$ 6,475	
<u>GENERAL EXPENSE:</u>						
Office				\$ 935	(10-1-67 6-30-68)	\$ 3,500
Printing				\$ 610		\$ 5,000
Freight				-		\$ -
PRINTING:				-	"	\$ 600
<u>COMMUNICATIONS:</u>						
Telephone Exchange				\$ 1,038	"	\$ 1,575
Telephone Toll Charges				\$ 780	"	\$ 3,000
Telegraph				-		\$ 2,500
Postage				\$ 744	"	\$ 1,500
<u>TRAVELING-IN-STATE:</u>						
Travel				\$ 5,889	(10-1-67 6-30-68)	\$ 6,000
Auto Mileage				\$ 1,144	"	\$ 14,800
Auto Rental				\$ 856	"	\$ 2,000
TRAVELING-OUT-OF-STATE:				\$ 390	"	\$ 1,500
RENT - BUILDING SPACE:				\$ 3,900	"	\$ 9,000
SERVICES FROM OTHER AGENCIES:				\$ 4,888	"	\$ 4,400
PRO-RATA CHARGES:				\$ 4,513	"	\$ 9,000
TOTALS, Operating Expenses				\$ 25,587	"	\$ 46,950
EQUIPMENT				\$ 768		\$ 3,000
<u>TOTAL EXPENDITURES:</u>				\$ 95,282		\$ 255,060
Personal Services, Operating Expenses and Equipment						\$ 396,100

ATTACHMENT "B"

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
PROPOSED PROGRAM BUDGET

	Fiscal Year 1967-68 (1-1-68 to 6-30-68)	Fiscal Year 1968-69 (Full Year)
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EXPENDITURES

1. BASIC COURSE 300 hrs. at 50% Reimbursement	\$844,000 (1500 trainees)	\$ 1,847,000 (3300 T.)
2. SUPERVISORY COURSE 100 hrs. at 50% reimbursement	\$100,000 (400 ")	\$ 200,000 (800 T)
3. MIDDLE MANAGEMENT COURSE 100 hrs. at 50% reimbursement	\$ 90,000 (300 ")	\$ 180,000 (600 T)
4. EXECUTIVE DEVELOPMENT COURSE 100 hrs. at 50% reimbursement (40 hr. refresher)	\$ 47,500 (100 ")	\$ 95,000 (200 T.)
5. ADVANCED OFFICER IN-SERVICE TRAINING COURSE 40 hrs., 50% reimbursement	\$320,000 (3000 ")	\$ 640,000 (6000 T.)
6. POLICE TECHNICAL COURSE 200 hrs. at 50% reimbursement	\$137,500 (250 ")	\$ 275,000 (500 T.)
7. SPECIAL PERSONNEL & TRAIN- ING PROJECTS	\$192,500	\$ 385,000
8. LAW ENFORCEMENT RECRUIT- MENT PROGRAM POST Contribution to Joint Federal State Program	\$ 50,000	\$ 50,000
TOTAL PROGRAM COSTS:	\$ 1,781,500	\$ 3,672,000
ADMINISTRATION	\$ 255,060	\$ 396,100
CLOSE-OUT REIMBURSEMENTS 1967 Operational Year	\$ 1,100,000	
TOTAL EXPENDITURES FISCAL YEAR	\$ 3,136,560	\$ 4,068,100

RECEIPTS:

P.O.T.F. BALANCE FINES

ASSESSMENT 6-30-67

\$ 609,500

7-1-67 to 6-30-68

1,669,385

\$ 2,201,955

LEGISLATIVE APPROPRIATION

GENERAL FUND TO P.O.T.F.

for Program

\$ 562,500

\$ 1,470,045

LEGISLATIVE APPROPRIATION

FOR ADMINISTRATION

GENERAL FUND:

\$ 220,000

\$ 396,100

P.O.T.F. FUND:

\$ 75,175

\$ -

TOTAL RECEIPTS:

\$3,136,560

\$ 4,068,100

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

DETAILS				Actual 1966-67	Estimated 1967-68	Proposed 1968-69
<u>PERSONAL SERVICES</u>						
	<u>No. of Positions</u>					
Authorized Positions	7	7	7	\$ 68,827	\$ 82,050	\$ 91,650
Totals, Personal Services	7	7	7	\$ 68,827	\$ 82,050	\$ 91,650
<u>OPERATING EXPENSES</u>						
<u>GENERAL EXPENSE:</u>						
Office				\$ 935	\$ 2,000	\$ 2,100
Printing				\$ 610	\$ -	\$ -
Freight				-	-	-
<u>PRINTING:</u>				-	\$ 400	\$ 500
<u>COMMUNICATIONS:</u>						
Telephone Exchange				\$ 1,038	\$ 1,050	\$ 1,100
Telephone Toll Charges				\$ 780	\$ 700	\$ 800
Telegraph				-	-	-
Postage				\$ 744	\$ 750	\$ 800
<u>TRAVELING-IN-STATE:</u>						
1st Quarter				\$ 5,889	\$ 1,500	\$ 6,650
2nd Quarter				(for the year)	1,500	(for the year)
3rd Quarter					1,500	
4th Quarter					1,500	
Auto Mileage				\$ 1,144	\$ 1,000	\$ 1,200
Auto Rental				\$ 856	\$ 700	\$ 1,000
<u>TRAVELING-OUT-OF-STATE:</u>				\$ 390	\$ 400	\$ 800
<u>RENT - BUILDING SPACE:</u>				\$ 3,900	\$ 3,900	\$ 3,900
<u>SERVICES FROM OTHER AGENCIES:</u>				\$ 4,888	\$ 4,300	\$ 5,400
<u>PRO-RATA CHARGES:</u>				\$ 4,513	\$ 4,700	\$ 5,000
TOTALS, Operating Expenses				\$ 25,587	\$ 25,900	\$ 29,250
<u>EQUIPMENT</u>				\$ 768	\$ 400	\$ 1,000
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<u>TOTAL EXPENDITURES:</u>				\$ 95,282	\$108,350	\$ 121,900
Personal Services, Operating Expenses and Equipment						

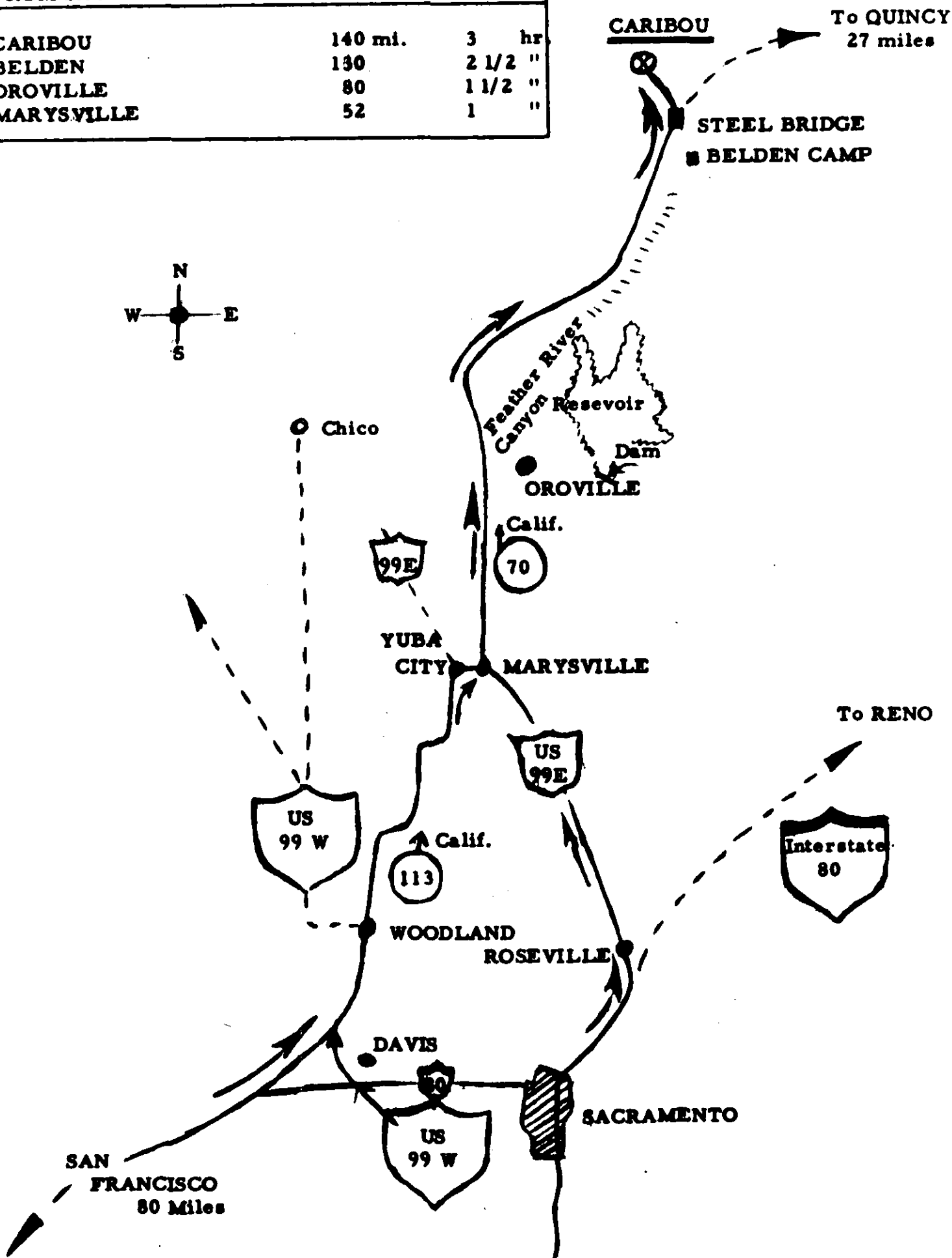
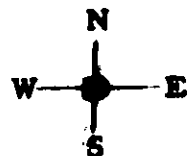
PEACE OFFICERS TRAINING FUND

DETAILS	Actual 1966-67	Estimated 1967-68	Estimated 1968-69
FUND CONDITION			
Peace Officers Training Fund Balance - July 1, 1966	\$ 454,824		
REVENUE			
July 1, 1966 to June 30, 1967	<u>\$1,021,688</u>		
TOTAL:	\$1,476,512		
LESS EXPENDITURES			
Administrative Expense	\$ 95,281.54		
Reimbursements to cities and counties	<u>771,920.87</u>		
TOTAL EXPENDITURES	\$ 867,202.41		
Fiscal Year 1966-67			
FUND BALANCE			
July 1	\$ 609,310		
LESS ENCUMBRANCES			
January 1 to June 30	543,310		
ACTUAL FUND BALANCE	\$ 66,000		

LOCATION YEAR 1967			
Estimated Expenditures		\$ 1,265,000	
Estimated Balance - December 31		<u>965,000</u>	
Deficit		\$ 300,000	

LOCATION YEAR 1968			
Estimated Expenditures			\$1,450,000
Estimated Balance - December 31			<u>1,050,000</u>
Deficit			\$ 400,000

FROM SACRAMENTO	Miles	Driving Time
CARIBOU	140 mi.	3 hr
BELDEN	130	2 1/2 "
OROVILLE	80	1 1/2 "
MARYSVILLE	52	1 "



Memorandum

To : All Commissioners

Date : August 2, 1967

From : Commission on Peace Officer Standards and Training

Subject : COMMISSION MEETING, Caribou, California
August 24, 1967 - 5:00 p.m.
August 25, 1967 - 9:00 a.m.

AGENDA

1. Call to Order (5:00 p.m., August 24)
2. Approval of Minutes of June 23, 1967 Meeting
3. Approval of Expense Claims
4. California Law Enforcement Recruitment Project (Toothman)
5. Field Inspection Report (Sherrill)
6. Visual Acuity Requirement (Danielson, Beall, Ball)
7. S.B. 585 and Commission Hearings
8. Financial Report and Approval of 1968-69 Budget (Stoecker)
9. Report on Revenue - Peace Officer Training Fund (Strathman, Clark, Heggland, Kelsay, Ball)
10. Miscellaneous Reports and Open Discussion
11. Date and Location of Next Meeting
12. Adjournment


GENE S. MUEHLEISEN
Executive Officer

Memorandum

TO : ALL COMMISSIONERS

Date : August 22, 1967

From : **Commission on Peace Officer Standards and Training**

Subject: Implementation of S. B. 585 - Proposed schedule to effect necessary changes in the regulations

1. October 4, Wednesday: Staff forward its recommendations to commissioners
2. October 11, Wednesday: Commission meeting San Francisco Hilton Inn (or a Commission Committee meeting).
3. October 20, Friday: Notices of Hearings mailed
4. November 1, Wednesday: Hearing in Sacramento
November 3, Friday: Hearing in Los Angeles
5. November 16, Thursday: Commission Meeting - Los Angeles Airport
6. November 30, Thursday: File with Secretary of State
7. January 1, 1968, Monday: Regulations become effective

Gene
GENE S. MUEHLEISEN
Executive Officer

● Agencies protesting the 20/40 Visual Acuity

Chief Kinhead - Riverside

Chief Johnson - Palm Springs

Chief Buchinagni - San Anselmo

Agenies which have hired in violation
of the 20/40 Reg.

Pacemille

La Verne

Ventura

Marin Co.

● We have also had requests for
"Wainers" on visual acuity requirements.

1968-69SUPPORT STAFF:No.

1	Administrative Service Officer @ 1,111	\$ 13,500
2	Senior Stenographers @ 550	13,000
3	Intermediate Stenographers @ 500	18,000
3	Intermediate Typist-Clerks @ 475	17,100
1	Senior Clerk @ 570	6,600
1	Draftsman @ 550	6,600
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11	Total Support Staff	\$ 74,800
	Staff Benefits:	7,000
	Total	<hr/> \$ 81,800

Professional Staff Total:	\$ 243,500
Support Staff Total:	<hr/> 81,800
Total:	\$ 325,300
Expenses	<hr/> 70,800
Total Administration Costs 1968-69:	<hr/> \$ 396,100

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